



Party Package Request Form

Submit completed form to:

**CENTENNIAL
RECREATION CENTER:**

171 W. Edmundson Ave.

Morgan Hill, CA 95037

Fax: (408) 778-8286

Phone: (408) 782-2128 x817

**Request form must be submitted at least two (2) weeks prior to desired party date.
Do not send out invitations until reservation is confirmed by the Party Package Coordinator.**

CUSTOMER INFORMATION

Name:	Primary Phone:
Company/Group:	Alternate Phone:
Address:	E-Mail:
City, ZIP:	Fax:
Name and Age of Birthday Child(ren):	Number of Guests:

PARTY INFORMATION

Centennial Recreation Center

<input type="checkbox"/> Indoor Sports Party Date: _____ Time Slot: _____ *Sports party scheduling subject to Gym or Field availability	<input type="checkbox"/> Indoor Pool Party Date: _____ Area: _____
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Base Fee <input type="checkbox"/> 15 Guests (Resident \$225/ Non-Resident \$255) <input type="checkbox"/> 30 Guests (Resident \$300/ Non-Resident \$330)	
Additional Guests # _____ x \$5.00	
Total:	

Method of Payment:

Please print clearly.



☐ **Check #** _____

CC#: _____

Expiration Date: ____/____/____

Name as appears on card: _____

Billing ZIP Code: _____

Please read, initial and sign the Party Package Agreement and Party Package Waiver of Liability on reverse side of this paper.

I HEREBY AUTHORIZE THE USE OF MY CREDIT CARD TO THE CITY OF MORGAN HILL FOR RESERVATION FEES AND ENTRANCE FEES.

Signature: _____ **Date:** _____

Party Package Agreement

Centennial Recreation Center

DISCLAIMERS: (Please initial)

_____ The maximum capacity is 24 individuals in the Party Room, or 55 individuals in each half of the CRC Multi-Purpose Room. There are no exceptions to this safety rule.

_____ No outside food or drinks are allowed inside the indoor pool, with the exception of unflavored water and a party cake or celebratory dessert. No ice cream or ice cream cakes are permitted.

_____ Every guest must sign a waiver of Liability Release Form before using the facility or any equipment and every guest must sign in at the front desk.

_____ As Party host or hostess, I assume full responsibility for the actions and behaviors of attendees of my party, including any damage or misuse of the facility and/or equipment incurred during the span of my facility permit.

_____ I hereby authorize the City of Morgan Hill Recreation and Community Services Department to use my / our photographs for the purpose of advertising events, facilities, programs and activities or other like purposes.

_____ Decorations may not be taped or stapled to the windows or walls of the Party Room.

_____ Balloons, tablecloths, centerpieces and other free-standing decorations are acceptable inside the rooms, but must be removed before vacating the room. Balloons must be disposed of before leaving the room and are not permitted outside.

_____ I have read and understand the rules and policies specific to the facility of my party package.

PARTY PACKAGE CANCELLATION POLICY

Cancellations requested 30 days or more before the event will receive a refund minus a \$50 processing fee. Cancellations requested less than 30 days before the event will receive a 50% refund. Cancellations requested less than 14 days before the event will not receive refunds.

_____ (Please initial) I have read and understand the cancellation policy for the Party Package Program of the City of Morgan Hill.

Signature: _____

Date: _____

Waiver of Liability

IN CONSIDERATION of being permitted to utilize the facilities, services and programs of the YMCA and City of Morgan Hill (or for my children to so participate) for any purpose, including, but not limited to observation or use of facilities or equipment, or participation in any off-site program affiliated with the YMCA or City of Morgan Hill, the undersigned, for himself or herself and such participating children and any personal representatives, heirs, and next of kin, hereby acknowledges, agrees and represents that he or she has inspected and carefully considered, or immediately upon entering or participating will inspect and carefully consider, such premises and facilities or the affiliated program. It is further warranted that such entry into the YMCA or City of Morgan Hill for observation or use of any facilities or equipment thereon and such affiliated program has been inspected and carefully considered that the undersigned finds and accepts same as being safe and reasonably suited for the purpose of such observation, use or participation by the undersigned and such children.

IN FURTHER CONSIDERATION OF BEING PERMITTED TO ENTER THE YMCA AND CITY OF MORGAN HILL FOR ANY PURPOSE INCLUDING, BUT NOT LIMITED TO OBSERVATION OR USE OF FACILITIES OR EQUIPMENT, OR PARTICIPATION IN ANY OFF-SITE PROGRAM AFFILIATED WITH THE YMCA OR CITY OF MORGAN HILL, THE UNDERSIGNED HEREBY AGREES TO THE FOLLOWING:

1. THE UNDERSIGNED, ON HIS OR HER BEHALF AND BEHALF OF SUCH CHILDREN, HEREBY RELEASES, WAIVES, DISCHARGES AND CONVENANTS NOT TO SUE the YMCA, its directors, officers, employees, and agents or City of Morgan Hill elected officials, officers, employees, agents and representatives (hereinafter referred to as "Releases" from all liability to the undersigned or such children and all his personal representatives, assigns, heirs, and next of kin for any loss or damage, and any claim or demands therefore on account of injury to the person or property or resulting death of the undersigned, whether caused by the negligence of the releases or otherwise while the undersigned or such children are in, upon, or about the premises or any facilities or equipment therein or participating in any program affiliated with the YMCA or City of Morgan Hill.

2. THE UNDERSIGNED HEREBY AGREES TO INDEMNIFY AND SAVE AND HOLD HARMLESS the Releases and each of them from any loss, liability, damage or cost they may incur due to the presence of the undersigned or such children in, upon or about the YMCA and City of Morgan Hill premises or in any way observing or using any facilities or equipment of the YMCA or City of Morgan Hill or participating in any program affiliated with the YMCA or City of Morgan Hill whether caused by the negligence of the Releases or otherwise.

3. THE UNDERSIGNED HEREBY ASSUMES FULL RESPONSIBILITY FOR AND RISK OF BODILY INJURY, DEATH OR PROPERTY DAMAGE to the undersigned or such children due to negligence of Releases or otherwise while in, about or upon the premises of the YMCA or City of Morgan Hill and/or while using the premises or any facilities or equipment thereon or participating in any program affiliated with the YMCA or City of Morgan Hill.

THE UNDERSIGNED further expressly agrees that the foregoing RELEASE, WAIVER AND INDEMNITY AGREEMENT is intended to be as broad and inclusive as is permitted by the law of the State of California and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

THE UNDERSIGNED HAS READ AND VOLUNTARILY SIGNS THE RELEASE AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT, and further agrees that no oral representations, statements or inducement apart from the foregoing written agreement have been made.

I HAVE READ THIS RELEASE.

Printed Name of Party Host/Hostess

Signature

Date



Centennial Recreation Center

Party Guest List



Please provide this Guest List (names only) to the front desk staff the day of the party.
*please note that no one will be allowed past the front desk if they are not listed below.

Birthday Child: _____

Party Date: _____

Room Rented: _____

Pool or **Sports Party** (circle one)

Guest's Name (Adults and Children)	CRC Member (y/n)	Liability Waiver Collected (y/n)
1. (B-day Child)		
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Centennial Recreation Center

Party Rules & General Information

- **Attendance-** In order to avoid being charged for unexpected guests, such as family members of invited guests, please provide the Centennial Recreation Center Staff with a guest list of those individual you would like to include in your final tally, and pre-pay for additional guest beyond the 15 included in your package. Any attendees not found on the list will be required to pay for admission upon arrival. There is a \$5 fee per any additional guests above the contracted party package number.
- **Food and Drinks-**No glass or alcoholic beverages.
- **Party Room Safety-**The maximum capacity of each party room is: 24 individuals in the small room and 55 in the large room.
- Guests must be completely dry when walking from the pool area to the party room. The floors are extremely slippery when wet.
- **Decorations-** Decorations may not be taped or stapled to the windows or wall of the Party Room. Balloons tablecloths centerpieces and other free-standing decorations are acceptable, but must be removed before vacating the Party Room.
- **Staff-** Staff must remain in the building (they are unauthorized to assist with loads from the parking lot/loading zone to the front door).
- **Ice Machine** Use of the ice machine is available ONLY with Party Attendant's assistance.
- **Clean Up-**Room must be cleared of all party items and trash must be in trash cans by the end of the scheduled party. A fee will be incurred if clean up is not done properly. This fee will be incurred at the discretion of the management

Natatorium Rules

The Natatorium promotes a family friendly atmosphere. Enjoy your visit but remember, YOU are responsible for your safety. All patrons must comply with the following rules:

- **Obey Pool Rules-**Guests must obey all pool rules and follow the directions of lifeguards and staff at all times.
- **Slide Height Requirements-**Guests must be at least 48" tall to ride the large slide and less than 48" tall to use the play structure.
- **Adult accompaniment-**Adults may accompany small children within the play structure.
- **No diving**
- **No running-**No running on the pool deck.
- **No Horseplay-**No dunking, sitting or standing on shoulders, rough play, or throwing objects.
- **Child Supervision-**Children under the age of 6 must be under the immediate supervision of a responsible person aged 16 or older while in any pool or water feature. Children under the age of 10 must be accompanied by a responsible person aged 16 or older while in the facility.
- **Swim Attire-**All swimmers must shower before entering the pool and wear proper swimwear. No cotton will be allowed in the pools
- **Swim Diapers-**Infants and children 3 years and younger must wear a swim diaper at all times in pool or water features.
- **Food and Drinks-**No food, drink, glass, cans, or ice chests are allowed in the swimming pool area.
- **Floatation Devices and Water Toys-** CRC issued water toys are the only toys and floating objects permitted in the water.
- Only Coast Guard approved lifejackets are allowed in the pools.
- **Have fun** and use the pool safely at your own risk.

Gymnasium Rules

The following rules have been established for customers using the CRC Gymnasium.

- No black soled shoes allowed on Courts
- No glass bottles, Water is the only drink allowed.
- No food will be allowed inside the gymnasium

Locker Room Rules

The following rules have been established for customers using the CRC Locker Rooms.

- Please bring a combination lock if you plan on utilizing the lockers
- No cell phone usage in the Locker Room.
- Please be courteous and wipe and clean lockers and areas used.
- Please lock all items; the CRC is not responsible for lost or stolen items.
- Locker usage is on a visit to visit basis. Please remove all items and locks after each visit. This will insure Locker availability for members.
- No opposite sex children over the age 3 in locker rooms. We strongly encourage the usage of the Family Changing Rooms.
- Any type of harassment by either gender to any of our members or guests will result in immediate membership suspension.
- Abuse of our equipment or fixture, loud, obnoxious behavior offensive language is all grounds for immediate suspension.
- No glass, aluminum cans, or food will be allowed in the locker rooms.

Please sign and date that you have read and understand these rules.

Signature _____ Date _____